

VIRGIN ISLANDS

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

FEDERAL POST CARD APPLICATION

SAMPLE FORM

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)			
APPLICATION FOR STATE OF _____ COUNTY OF _____ CITY OR TOWNSHIP OF _____ §		I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.	
1. APPLICANT INFORMATION (See instruction 1.)		6. POLITICAL PARTY AFFILIATION (This information is required by most states to send you a ballot for primary elections. See instructions.) E	
a. TYPED OR PRINTED NAME (Last, First, Middle Initial) _____ b. SEX _____ c. RACE _____		7. REMARKS (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See instructions.)	
d. DATE OF BIRTH _____ e. SOCIAL SECURITY NUMBER _____ f. OTHER IDENTIFICATION NO. (passport, ID card) _____ A			
2. I LAST VOTED or PLACE OF LAST REGISTRATION (Do not leave this section blank. See instructions.)			
a. YEAR _____ b. COUNTY, CITY, OR TOWNSHIP _____ c. STATE _____ d. VOTER REGISTRATION NO. (if known) _____ B			
3. VOTING RESIDENCE (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)		8. AFFIRMATION BY APPLICANT F	
a. LAST DAY OF RESIDENCY _____		X only one: a, b, c or d	
b. NUMBER AND STREET (do not use Post Office Box) _____		I swear/affirm, under penalty of perjury, that I am: (See instructions)	
c. CITY, TOWN OR VILLAGE _____ d. STATE _____ C		a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.	
e. COUNTY OR PARISH _____ f. ZIP CODE (9-digit, if known) _____		b. a U.S. citizen temporarily residing outside the U.S.	
4. MAIL ABSENTEE BALLOT TO: (Mailing address where you want the ballot to be sent.)		c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.	
_____ D		d. other U.S. citizen residing outside the U.S.	
_____		e. I am a U.S. Citizen, eligible to vote in the above jurisdiction, and subscribe to any required state/local oath or statement.	
_____		f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated.	
_____		g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S.	
_____		h. The information on this form is true and complete.	
5. YOUR FAX NUMBER (If this application is faxed, include all international prefixes. See Instructions.)		i. SIGNATURE OF APPLICANT _____ G	
_____		j. DATE _____	
_____		M M D D Y Y	
9. WITNESS/NOTARY ADDRESS AND SIGNATURE (If required by state law)		DATE SIGNED _____	
_____		M M D D Y Y	

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

Application Instructions

Circled letters on the form above correspond to the instructions below. You must complete all shaded areas.

- A** Your Social Security number is required. If you do not have a Social Security number, your Virgin Islands Driver's License number is required for voter registration. If you do not possess either of these identifications, the Territory shall assign a number that will serve to identify you for voter registration purposes.
- B** Do not leave blank. Enter "N/A" if not applicable or if you are a first time voter.
- C** Provide the complete street address of your Virgin Islands voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location. For example: "on Highway _____, 2 miles past Highway _____, across the street from the _____ gas station." This address must be different from the one provided in Item 4 and must be within the Virgin Islands.
- D** Print the complete address where you want your ballot sent — usually your current mailing address. Your current

mailing address must be different from the address provided in Item 3.

E If you do not list a party affiliation, you cannot vote in primary elections. You must indicate your political party affiliation when applying for a primary ballot (Example: Democrat, ICM, Republican) or write "none" in Item 6 of the FPCA. Political party affiliation is not required if only requesting absentee ballots for general elections. If you are currently registered and want to change your political party affiliation, you must submit a completed FPCA which indicates your new political party choice so that the local election official receives it not later than 30 days before the election in which you wish to vote.

F Check ONE box.

G You must sign and date the FPCA. When signing, you are swearing or affirming that the information is true and correct.

I. UNIFORMED SERVICES

A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of the Virgin Islands and members of the Uniformed Services and their family members. Uniformed Services are defined as the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration. They also apply to members of religious, welfare or service agencies assisting or attached to the Armed Forces.

B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

To register and/or request an absentee ballot, the Supervisor of Elections must receive your FPCA not later than 14 working days before the election.

C. Casting Your Vote

Ballot Return Deadline: Mail your voted ballot by the day of the election. Voted ballot must arrive not later than **10 days after the election.**

Local election officials shall prepare ballots not later than 30 days before the election.

Due to its territorial status, the Virgin Islands does not send representatives to the U.S. Senate or directly participate in the election of the President and Vice President of the U.S. At the Federal level, only a Delegate to the House of Representatives is elected.

If you are outside the U.S. and have not received your Virgin Islands ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

D. Notary/Witness Requirements

No registration or voting materials are notarized or witnessed.

E. Electronic Transmission of FPCAs and Ballots

- The Virgin Islands allows you to send the FPCA for registration and ballot request by fax. After faxing, submit the FPCA by mail.

- The Virgin Islands allows you to receive the blank ballot by fax.
- The Virgin Islands allows you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. Use the following numbers:

DSN 223-5527
(703) 693-5527
1-800-368-8683

Additional international toll-free fax numbers are listed on the inside back cover.

F. Ballot Application By Proxy

If you are currently registered, anyone may apply for an absentee ballot on your behalf if that person can satisfactorily provide the required information about you.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

II. CIVILIANS OUTSIDE U.S.

A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of the Virgin Islands and overseas electors. The term “overseas elector” means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in the Virgin Islands.

B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

To register and/or request an absentee ballot, the Supervisor of Elections must receive your FPCA not later than 14 working days before the election.

C. Casting Your Vote

Ballot Return Deadline: Mail your voted ballot by the day of the election. Voted ballot must arrive not later than **10 days after the election.**

Local election officials shall prepare ballots not later than 30 days before the election.

Notify Your Local Election Official About Your Current Mailing Address

Due to its territorial status, the Virgin Islands does not send representatives to the U.S. Senate or directly participate in the election of the President and Vice President of the U.S. At the Federal level, only a Delegate to the House of Representatives is elected.

If you have not received your Virgin Islands ballot in a timely manner, use the [Federal Write-In Absentee Ballot](#). See instructions in Chapter 2, page 12.

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III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

A. Bars to Registration and Voting

Persons convicted of a felony or of a crime involving moral turpitude or declared mentally incompetent may not register or vote.

B. Cancellation of Registration

Registration can be canceled if the elector changes domicile, registers in another state, or does not vote in two consecutive general elections.

C. Action If Registration is Cancelled

The elector can register after cancellation if they meet residency requirements.

D. Action Upon Denial of Registration or Absentee Ballot Request

Upon denial of your voter registration application or absentee ballot request, the Virgin Islands shall provide you with the reason(s) for the rejection.

E. Action If Registration Is Denied

Persons denied registration may appeal to the District Court. Persons seeking to appeal should consult a legal assistance officer or civilian counsel.

F. Late Registration

Members of the Armed Forces or merchant marine who have been discharged within sixty days of an election may register and vote in that election by presenting the local election official with his or her discharge papers.

G. Where to Send it

Mail the FPCA to:

[Supervisor of Elections](#)
P.O. Box 6038, Charlotte Amalie
St. Thomas, Virgin Islands 00804-6038

Or to:

[Supervisor of Elections](#)
P.O. Box 1499, Kingshill
St. Croix, Virgin Islands 00851-1499

Vote. Make Things Happen
by Major Sheila Marie Thornton, USAF, Schertz, Texas

